

RajivGandhiUniversity of Health Sciences, Karnataka

IIISemester Bachelors in Hospital Administration Degree Examination - 04-Dec-2024

Time: Three Hours

Max. Marks: 80 Marks

HOSPITAL MEDICAL RECORD MANAGEMENT- (RS)

Q.P. CODE: 3239

Your answers should be specific to the questions asked
Draw neat, labeled diagrams wherever necessary

LONG ESSAYS (Answer any Two)

2 x 10 = 20 Marks

1. Define Medical Record. Enlist the records and documentation related to MLC that have to be stored in the hospital.
2. Describe the policies for the preservation of the records.
3. Explain the role of medical records in healthcare delivery.

SHORT ESSAYS (Answer any Eight)

8 x 5 = 40 Marks

4. Explain the importance of the electronic medical records.
5. State the duties of medical record officer.
6. Explain the common problems faced in the outpatient department for the record management.
7. What is the importance of the demographic details of the records?
8. Explain the importance of records in the casualty department.
9. Describe the process of filing of medical records in the hospital.
10. What are the bases for the classification of the records?
11. Explain the purpose of records for insurance purposes.
12. How does the medical records help in the delivery of care?
13. How is the assessment of the completion of records done?

SHORT ANSWERS (Answer any ten)

10 x 2 = 20 Marks

14. Master patient index.
15. Destruction of medical records.
16. Importance of medical records
17. Indexing of medical records.
18. Advantages of designing registers.
19. Significance of medical records.
20. Important reports to be maintained in the hospital.
21. Define audits. Name the audits carried out the hospital.
22. Define ICD. What are its uses?
23. What are the types of medical records maintained in the radiology department.
24. Name some of the problems associated with the medical records.
25. Importance of medical record for the patient.
